

# **Collective Training Management**

## **Agenda**

- **Background/Current Guidance**
- **Issues**
- **Discussion**
- **Questions**

# **Collective Training Management**

**“Collective task management is the process used to identify, assign proponency for, propose, analyze, coordinate, approve, and standardize collective tasks, task performance specifications, and training and evaluation outlines (T&EOs) to ensure consistency of training to the same standard for soldiers, leaders, and units performing the same tasks.” (TR 350-70,V-9-3.a)**

# **Collective Task Numbering**

## **Discussion**

- **TRADOC Reg 350-70 vs ASAT**
- **Number of Collective Tasks +/- 17,184**
- **Collective Task Numbering**
  - **Tasks with same title/same echelon**
- **Shared - Collective Task Numbering**
  - **One proponent has 1 task with 11 different extensions**
- **FCS Proposed Task Numbering System**
  - **Individual**
  - **Collective**

# **COLLECTIVE TASK NUMBERING**

**Reference:**

**Collective Task Numbering:**

**TR 350-70      Para V-1-5**

**TP 350-70-1    Para 2-3**

**TP 350-70-6    Para 3-9.b.(2)**

**Shared Task Usage**

**TR 350-70      Para V-9-2.I.(2)**

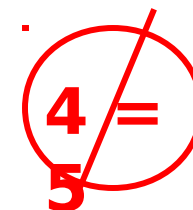
**TP 350-70-1    Para 4-9**

**TP 350-70-6    Para 3-10.e**

**“...But we ignore dumb regs and we won't do anything that doesn't pass the common sense test...”**

# COLLECTIVE TASK NUMBERING

(ASAT / Field - Today)



nn - nn - nnnn

Proponent-assigned **four-digit number** to uniquely identify the collective task

Identifies the echelon that performs the task. Codes are --

## TOE Units

- (1) Battalion (Squadron).
- (2) Company (Troop, Battery, Detachment).
- (3) Platoon.
- (4) Squad/Section.
- (5) Crew/Team.
- (6) Brigade (Group, Regiment).
- (7) Division.
- (8) Corps
- (9) Echelons Above Corps

## TDA Units

- (11) Major Army Command (MACOM).
- (12) Command/Agency.
- (13) School/Center.
- (14) Activity.
- (15) Department/Directorate/Division.
- (16) Branch.
- (17) Detachment/Facility/Office/Team.
- (18) Garrison/Installation.

Proponent ID. Identifies the basic series. **Do not** precede a single digit series number with "0."  
Note: Series numbers are listed in DA PAM 25-40, Table 13-1

**Example:** Artillery School is "6," not "06."

# SHARED COLLECTIVE TASK NUMBERING

nn - nn - nnnn.nn-nnnn

Collective Task **four-digit number** followed by “dot”, Shared-Proponent ID, “dash”, and Shared-Proponent-assigned **four-digit number**

Identifies the echelon that performs the task. Codes are --

## TOE Units

- (1) Battalion (Squadron).
- (2) Company (Troop, Battery, Detachment).
- (3) Platoon.
- (4) Squad/Section.
- (5) Crew/Team.
- (6) Brigade (Group, Regiment).
- (7) Division.
- (8) Corps
- (9) Echelons Above Corps

## TDA Units

- (11) Major Army Command (MACOM).
- (12) Command/Agency.
- (13) School/Center.
- (14) Activity.
- (15) Department/Directorate/Division.
- (16) Branch.
- (17) Detachment/Facility/Office/Team.
- (18) Garrison/Installation.

Proponent ID. Identifies the basic series. **Do not** precede a single digit series number with “0.”  
Note: Series numbers are listed in DA PAM 25-40, Table 13-1.

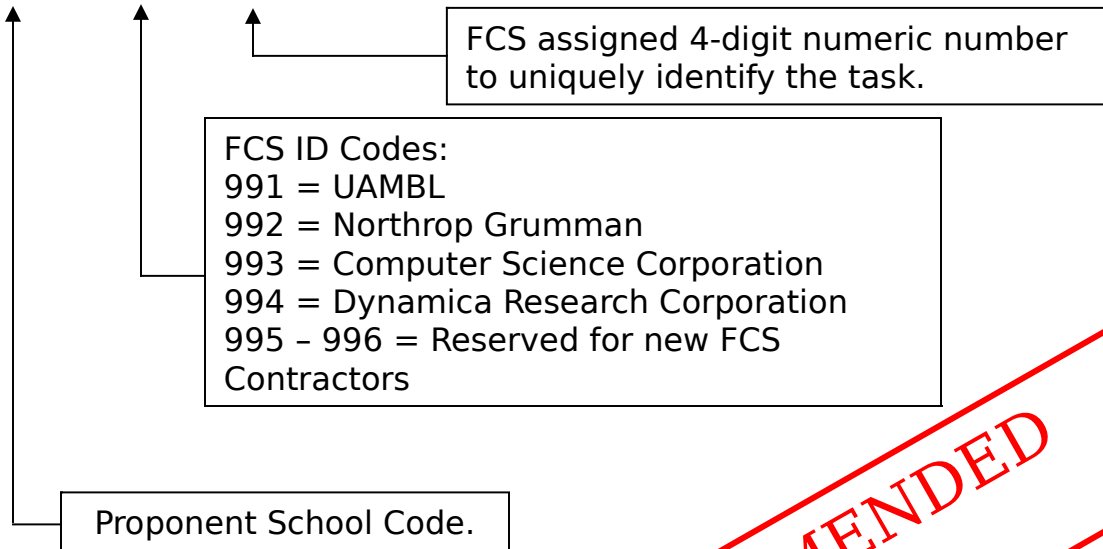
**Example:** Artillery School is “6,” not “06.”

## TR 350-70, V-4-3.I

Shared tasks used by non-proponents in training products must not be modified in any way. Even minor changes to the task title, condition, standard, steps, or measures result in a new task which must have a different task number assigned by the new task’s proponent.

## FCS Individual Task Number Convention: Reference TR 350-70, Para: VI-2-8

NNN - NNN - NNNN

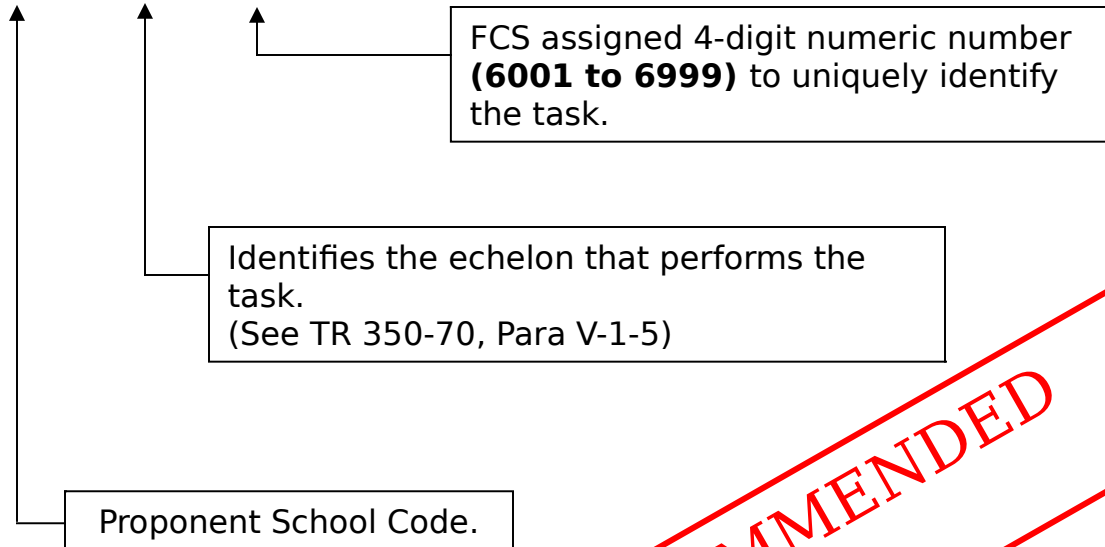


**CTD - RECOMMENDED  
SOLUTION**

# FCS Collective Task Number Convention: Reference TR 350-70,

## Para: V-1-5

NNN - NN - NNNN



**CTD - RECOMMENDED  
SOLUTION**



# **Collective Training Management**

## **Collective Task Numbering**

### **Back-up**

# Collective Training Management

## ~~Shared, Collective Task~~

### **Shared Collective Task**

A shared collective task is a collective task that applies to or is performed by more than one type unit, e.g., to units which have different proponents or to different echelon/Table of Organization and Equipment (TOE) units within a single proponent's authority. Since the task, conditions, standards, task steps, and performance measures of shared collective tasks do not change, the collective task is trained and performed in the same way by all units that "share" the task.

# Collective Training Management

## Shared Collective Task

### Shared Task Usage

Shared collective tasks can be used as provided by the proponent or modified by non-proponent users for inclusion in their training products. When modified, the non-proponent user:

- (1) Can **not** change the doctrine on which the task is based, e. g., changing the conditions, standard, or task steps.
- (2) Will assign a task number to the modified task using its own proponent code.
- (3) Will identify the collective task (number and title) from which it was derived.

**Note 1:** Even minor changes to the task title, conditions, standard, or steps result in a new task which must have a different task number assigned.

**Note 2:** Non-proponents using shared tasks in their training products will use the task specifications as stated by the

# MP BDE; ARTEP 19-472-MTP

- ELEMENTS: Enemy Prisoner of War/Civilian Intermee Command Liaison Detachment  
Battalion Headquarters  
Detachment Headquarters  
S1 Section  
S2 Section  
S3 Section  
S4 Section  
Communications Section  
Support Section  
Unit Ministry Team  
Combat Medic Section  
Command Section  
S6 Section  
Legal Section  
Enemy Prisoner of War/Civilian Intermee Branch Liaison Team  
Enemy Prisoner of War/Civilian Intermee Information Center Liaison Team  
Enemy Prisoner of War/Civilian Intermee Processing Liaison Team

ftc "Conduct a Convoy (55-2-C324.19-0155)" \ 7 TASK: **Conduct a Convoy (55-2-C324.19-0155)**

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: An operation order (OPORD) requires the element to move and conduct operations at an indicated location. Threat mounted forces have been operating in the area through which the route passes. The unit standing operating procedure (SOP), with movement readiness levels, and the current loading plans are available. The convoy may be performed during daylight or darkness, including blackout conditions. Radio and visual signals will be used for convoy control. The column may conduct halts. Some iterations of this task should be performed in MOPP4.

TASK STANDARDS: The unit conducts the convoy and arrives at its new location by the time specified in the OPORD. The time required to conduct the convoy increases when conducting this task in mission-oriented protection posture (MOPP) 4.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO-GO
* 1. The unit commander conducts a map reconnaissance using all available position (POS), navigation (NAV), and terrain-analysis capabilities to include space-based assets. a. Identified the start point (SP). b. Identified the locations of friendly units. c. Identified potential ambush sites. d. Identified checkpoints (CPs).		

# EN BN; ARTEP 5-025-66-MTP

- ELEMENTS: COMPANY HEADQUARTERS  
S1 SECTION  
S2 SECTION  
S3 SECTION  
S4 SECTION  
BATTALION MAINTENANCE SECTION

ftc "CONDUCT A CONVOY (07-2-1301.05-T01A)" \ 7 TASK: **CONDUCT A CONVOY (07-2-1301.05-T01A)**

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: An operation order (OPORD) requires the element to move and conduct operations at a new location. The OPORD provides the new location that the element must move to. There is a possibility of enemy contact with threat patrols up to platoon and company size. Threat-mounted forces have been operating in the area through which the route passes. The company's standing operating procedure (SOP) is available and contains movement readiness levels and current loading plans. The convoy may be conducted during daylight or darkness, including blackout conditions. Radio and visual signals will be used for convoy control. The column may conduct halts. Some iterations of this task should be performed in MOPP4.

TASK STANDARDS: The company conducts the convoy and arrives at its new location by the time specified in the OPORD. The time required to perform this task is increased when conducting it in mission-oriented protection posture (MOPP) 4.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO-GO
* 1. The company commander conducts a map reconnaissance using all available position/navigation (POS/NAV) and terrain analysis capabilities, to include space-based assets. a. Indicated the start point (SP). b. Identified the locations of friendly units. c. Pointed out the potential ambush sites. d. Identified the checkpoints.		

Identical task steps /performance measures

# IN BN; ARTEP 7-20-MTP

## ELEMENT:

†tc "Occupy an Assembly Area (Infantry Battalion/Tank and Mechanized Infantry  
Occupy an Assembly Area-1-5180)" \ 7 TASK (07-1-5180)

ITERATION:

1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U

**CONDITIONS:** The Infantry Battalion (BN) or Tank and Mechanized Infantry Battalion (TF) is conducting operations independently or as part of a higher headquarters and has received an operation order (OPORD) or fragmentary order (FRAGO) to move to a tactical assembly area (AA) and prepare for future operations at a time specified. The order includes all applicable overlays and or graphics. The unit is given a general area in which to select the exact location of its AA. Resupply and maintenance support are available. Enemy contact is possible. All necessary unit personnel and equipment are available. The unit has communications with higher, adjacent, and subordinate elements. The unit has been provided guidance on the rules of engagement (ROE) and or rules of interaction (ROI). Coalition forces and noncombatants may be present in the operational environment. Some iterations of this task should be conducted during limited visibility conditions. Some iterations of this task should be performed in MOPP4.

**TASK STANDARDS:** The unit occupies the AA in accordance with (IAW) the tactical standing operating procedures (TSOP), the order, and or higher commander's guidance. The unit commander and or staff designate a quartering party. The unit specifies an order of march that allows for rapid occupation. The unit reconnoiters the area and selects sites that support the occupation of the AA and the execution of the AA mission. moves all personnel and essential equipment into their assigned positions by the time specified in the order. The unit employs passive and active operations security (OPSEC) measures to deny the enemy any indications of friendly plans such as intentions, force composition, or unit identity and locations. The unit maintains situational awareness and the main body is not surprised by the enemy. The unit completes combat preparations as specified in the OPORD and IAW the commander's intent. The unit complies with the ROE and or ROI.

### TASK STEPS AND PERFORMANCE MEASURES

GO

NO-GO

- \* 1. Unit leaders gain and or maintain situational understanding using available communications equipment, maps, intelligence summaries, situation reports (SITREPs), and other available information sources.
- \* 2. Unit commander and staff receive the order and begin the military decision-making process (MDMP).
  - a. Request available intelligence products from higher headquarters if not received with order.

# AV BN; ARTEP 1-113-MTP

## ELEMENTS: COMPANY TROOP

†tc "OCCUPY AN ASSEMBLY AREA (01-2-0101.01-0NRC)" \ 7 TASK:  
OCCUPY AN ASSEMBLY AREA (01-2-0101.01-0NRC)

ITERATION:

1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

**CONDITIONS:** The battalion/squadron is in a simulated—live, virtual, or constructive—combat environment. The battalion/squadron has completed the move to the AA. The quartering party is established in the AA. Some iterations of this task should be performed in MOPP4.

**TASK STANDARDS:** The AA was occupied no later than the time specified in the OPORD/FRAGO. Elements occupied their positions without halting. The unit location was not compromised as a result of poor movement or flight techniques.

### TASK STEPS AND PERFORMANCE MEASURES

GO

NO-GO

1. +The company/troop moves vehicles into the AA.
  - a. Met vehicles at the release point with quartering party guides—not allowing vehicles to stop.
  - b. Moved vehicles to individual vehicle locations.
  - c. Conducted vehicle after-operations checks.
2. +The company/troop occupies the AA.
  - a. Established security.
    - (1) Placed guards at entrances to the AA.
    - (2) Placed OPs to cover key terrain features and likely avenues of approach.
    - (3) Prepared fire plans and emplaced crew-served weapons.
    - (4) Emplaced chemical agent alarms.
    - (5) Assigned platoon/section areas of responsibility.
    - (6) Ensured 360-degree security of AA.
    - (7) Organized the AA to detect and defeat a ground attack.
      - a) Oriented aircraft and vehicle weapons to support perimeter defense.
      - b) Organized a reaction force to respond to enemy threat.
  - b. Camouflaged vehicles and tents.
  - c. Commenced mission support operations.

DIFFERENT CONDITIONS,  
STANDARDS

# ARTEP 1-111 MTP FOR AVN BDES, 28 JAN 2002

# ARTEP 1-112-MTP MTP FOR THE ATK BN, 30 MAR 2000

**Same task title, different task number, different echelon, different task category**

## Protect the Force

<a href="#">01-6-0057.01-0111</a>	COORDINATE THE SAFETY PROGRAM
<a href="#">01-6-0058.01-0111</a>	ADVISE THE COMMANDER ON RISK MANAGEMENT
<a href="#">01-6-0059.01-0111</a>	PROVIDE MAIN COMMAND POST (CP) SECURITY

**Same mission, different tasks**

## Develop Intelligence

<a href="#">01-2-2036.01-0111</a>	REPORT INFORMATION
<a href="#">01-6-0001.01-0111</a>	CONDUCT INTELLIGENCE FUNCTIONS FOR DEPLOYMENT
<a href="#">01-6-0002.01-0111</a>	INTEGRATE THE STAFF IN INTELLIGENCE PREPARATION OF THE BATTLEFIELD (IPB)
<a href="#">01-6-0003.01-0111</a>	PRODUCE INTELLIGENCE PRODUCTS
<a href="#">01-6-0004.01-0111</a>	COORDINATE COUNTERINTELLIGENCE MEASURES FOR OPERATION SECURITY (OPSEC) WITH THE S3
<a href="#">01-6-0005.01-0111</a>	MAINTAIN THE BRIGADE INTELLIGENCE DATA BASE
<a href="#">01-6-0006.01-0111</a>	ESTABLISH SECURITY MEASURES
<a href="#">01-6-0007.01-0111</a>	PROCESS ENEMY PRISONERS OF WAR (EPW)
<a href="#">01-6-0009.01-0111</a>	PROCESS INFORMATION INTO INTELLIGENCE
<a href="#">01-6-0019.01-0111</a>	DEVELOP RECONNAISSANCE AND SURVEILLANCE PLAN
<a href="#">01-6-0031.01-0111</a>	COORDINATE THE RECONNAISSANCE AND SURVEILLANCE (R&S) PLAN

## Exercise Command and Control

<a href="#">01-1-1001.01-0NRC</a>	COMMAND AND CONTROL (C2) BATTALION/SQUADRON OPERATIONS
<a href="#">01-1-1002.01-0NRC</a>	DIRECT THE STAFF
<a href="#">01-1-1017.01-0NRC</a>	PLAN AND CONDUCT STABILITY AND SUPPORT OPERATIONS (SASO)
<a href="#">01-1-1020.01-0NRC</a>	COORDINATE DOWNED AIRCREW RECOVERY OPERATIONS
<a href="#">01-1-1024.01-0NRC</a>	COORDINATE THE SAFETY PROGRAM

## Develop Intelligence

<a href="#">01-2-2036.01-0NRC</a>	REPORT INFORMATION
<a href="#">01-1-1060.01-0NRC</a>	PROCESS CAPTURED DOCUMENTS AND MATERIEL
<a href="#">01-1-1206.01-0NRC</a>	PROCESS ENEMY PRISONERS OF WAR
<a href="#">01-1-1203.01-0NRC</a>	PROCESS INFORMATION INTO INTELLIGENCE

# **AR 350-1 - Chapter 2, Paragraph 2-20.**

The CG, TRADOC will:

b. Develop training doctrine, policy and procedures for approval by HQDA. This includes but is not limited to:

(2) **Developing and publishing training development policy and procedures** and serving as the Army's proponent for the Systems Approach to Training

....

(6) **Developing and publishing guidance for the development of training products and training support products.**

....

(7) **Developing, promulgating, and implementing policy and procedures for a training evaluation program to provide for quality control and quality assurance of Army training development, training products, and training.**

# **AR 350-1 - Chapter 2, Paragraph 2-20.**

The CG, TRADOC will:

c. Develop and execute collective training to meet the Army's collective training goal by:

- (1) **Serving as the Army functional proponent for the ARTEP.**
- (2) **Developing policy and guidance for the management, planning, developing, and implementing collective training and for preparing collective training products (such as, MTPs, drills, and collective TSPs).**
- (4) **Serving as the Army's collective task manager.**
- (5) **Exercising quality assurance and quality control over training development and collective training.**
- (6) **Serving as the Army functional proponent for unit training management doctrine** (and its automation) and exercise HQDA responsibility for SATS.
- (7) **Developing unit training management doctrine and associated tactics, techniques, and procedures for both collective and individual training in units.**
- (8) **Developing related individual TSPs for individual training in service schools and units.**

g. **Design, develop, and distribute military training and education programs and products in support of individual and unit training.**



**TR 10-5 extracts - Paragraph 7-5. Assistant  
Deputy Chief of Staff for Training-West (ADCST-  
W),  
Sub Para e. Collective Training Directorate  
(CTD)**

(2) CTD's mission is to serve as TRADOC's executive agent for developing, enhancing, and executing Army-wide training programs in Service, Joint and Coalition arenas. The **Directorate recommends policy, furnishes guidance, provides management oversight,** and recommends resource priorities **for TRADOC's portion of the Army's collective training function** as the Army transforms to the Objective Force.

(3) CTD performs the following functions and mission support tasks:

(g) Serves as the **Army functional proponent for unit training management doctrine**. Develops related concepts, policy, doctrine, tactics, techniques, and procedures. Develops, publishes, and updates supporting field manuals (e.g., FM 25-100, FM 25-101) and training circulars. **Designs, analyzes, evaluates, and approves unit training management training products and materials (e.g., TSPs) for use in units and service schools.**  
(AR 350-1, AR 350-41, TRADOC REG 350-70.

**TR 10-5 extracts - Paragraph 7-5. Assistant  
Deputy Chief of Staff for Training-West (ADCST-  
W),  
Sub Para e. Collective Training Directorate  
(CTD)**

(3) CTD performs the following functions and mission support tasks:

(h) Develops, integrates, and implements collective training program concepts, processes, policies, and procedures. **Manages the Army Training and Evaluation Program (ARTEP). Develops and publishes guidance for the development of collective training support products such as mission training plans (MTPs), drills, and exercises.** Ensures the TD process (Systems Approach to Training (SAT)) fully addresses requirements for collective training products. **Assists in developing policy and procedures for evaluation, quality control, and quality assurance of Army collective TD, training products, and training.** (AR 350-1, AR 350-41, TRADOC REG 350-70).

(i) Serves as the **Army's collective task manager. Develops collective task management policy.** For collective training functional areas, designates Army training/TD (task) proponents who are responsible for developing training support packages and products for approved training requirements. **Manages shared and**